

**Boulder Town Council Regular Meeting
February 6, 2025 6:00 PM
Meeting Minutes**

Roll Call and Pledge of Allegiance

- Mayor Drain welcomes everyone to the town council meeting and initiates roll call.
- Councilmembers Josh Ellis, John Veranth, Ray Gardner, and Judy Drain confirm their presence. Gladys Lefevre joined around 6:37PM via Zoom.
- The Pledge of Allegiance is recited by all present.

Approval of Agenda and Minutes

- Mayor Drain asks for unanimous consent to approve the agenda, which is passed without objection.
- Approval of September 5 regular meeting minutes is moved by Councilmember Veranth and seconded by councilmember Ellis. All councilmembers vote in favor.
- October 1 joint meeting minutes are discussed, with Councilmember Ellis moving to accept the amended version. The motion is seconded by Councilmember Veranth and passed unanimously.
- October 3 regular meeting minutes are approved with unanimous consent.
- November 7 regular meeting minutes are approved after clarifying they are edited action minutes edited by Councilmember Veranth. Councilmember Veranth made the motion and Councilmember Ellis seconded the motion. Motion passes unanimously.
- December 5 regular meeting minutes are deferred to March for further editing due to issues with the AI transcript. Councilmember Veranth made a motion to send these to be corrected to the March meeting minutes. Councilmember Ellis seconded. All in favor.
- January 2 regular meeting minutes - Councilmember Veranth moved to have more editing done on the January 2nd minutes. Councilmember Ellis seconded the motion. All in favor.

Department Reports

- Councilmember Ellis provides updates on the landfill, including issues with mattress and metal disposal and the potential for a shredder at the dump. Fire Department updates include the success of the EMT course with six local participants and the need for further support and equipment. Councilmember

Ellis also mentioned the need for an emergency plan and the upcoming state audit.

- Councilmember Veranth discusses road maintenance plans, including grading along Lower Boulder Road and patching potholes. The need for a formal vote on the road budget is mentioned, with a focus on long-term solutions for Lower Boulder Road. Councilmember Veranth highlighted the importance of community input and civil engineering for addressing road issues. He mentions the need for a policy on legal right-of-way and the involvement of the tree committee in decision-making and he discusses the importance of community input and planning for future road projects.
- Councilmember Gardner had nothing to report.
- Councilmember Lefevre had not joined yet so she did not report.
- Mayor Drain reported about a change in zoning from agriculture to commercial in Hatch. The Tree Committee is in the process of working on their spring/summer activities.
- Town Clerk Lefevre and Deputy Clerk Allen had nothing to report.
- Zoning Administrator Erin Smith reported that she is working on a form for initial conversation Conceptual Plans for subdivisions.

Public Comments

- There were no public comments.

Board of Adjustment Appointment

- Mayor Drain reads a statement regarding the appointment of Elizabeth to the Board of Adjustments to finish out a four-year term left by Nick Vincent as he moved to the Planning Commission. The council unanimously approves the appointment of Elizabeth to the Board of Adjustments.

Approve Pelorus to handle all aspects of Payroll

- Councilmember Ellis made a motion that Pelorus handles all aspects of Payroll. Councilmember Gardner seconded the motion.
- Discussion on outsourcing payroll management to Polaris, contingent on a conversation with a CPA, is initiated. Councilmember Ellis amended the motion to move all aspects of Payroll management to Pelorus contingent on having a phone call with Kyle or another CPA that Kyle or Pelorus recommends. Councilmember Gardner seconded the motion. All in favor. Amended motion carries.

Money for EMT training happening in Escalante

- Councilmember Ellis discussed getting together with the EMT's to ask what help they need and what is most beneficial for them. He asked to table this conversation until the next meeting.

Arts Council Presentation

- Cheryl Cox from the Boulder Arts Council presents the council with updates on their activities and plans for 2025.
- The council is informed about the Arts Council's history, recent activities, and the impact of their events on the community.
- Cheryl discusses the need for a new facility to support their growing programs and the potential benefits of a multi-purpose building.
- The council expresses support for the concept and agrees to explore the idea further, including community input and planning commission involvement.

Feedback to Planning Commission: RSTRs, Bylaws, General Plan, information requests

- Councilmember Veranth provides an update on the request from Nancy Tosta for specific information on RSTRs which was not readily available. The information that was available was passed along to Tina. There was a request for a grant for information gathering and he would like to wait on that until there is more information and well identified questions. He mentioned the need to be clear and precise on training. Introductory for new members and continuing education training. He believes the Bylaws need to be very clear on making training mandatory. Using “shall” rather than “may”. Councilmember Veranth suggests a fixed number cap on RSTRs to avoid confusion and to remove the annual CUP renewal.
- Mayor Drain commented that she agreed there shouldn't be an annual renewal on the CUP's and agrees that a fixed number would be easier.
- Councilmember Ellis suggests moving the qualification process for RSTRs out of land use and into business regulation, simplifying the ordinance for the Planning Commission.
- Tina Karlsson questions who is responsible for making the business change, clarifying it is not a planning commission job but a business regulation issue.
- Councilmember Veranth explains the process of recommending changes to chapter 153 and moving sections to chapter 110.
- A discussion on engaging the community about RSTRs was held and the Planning Commission has been tasked to update the RSTRs. Councilmember Veranth suggests breaking the process into two parts: immediate changes to replace the temporary RSTR ordinance and broader community input.
- Agreement on the need for clear, objective reasons for denying a conditional use permit, such as traffic, accessibility, parking, and fire safety.
- Councilmembers Ellis and Veranth discuss the importance of explicitly listing impacts in the ordinance to provide a strong foundation for decision-making.

Request to PC regarding duplexes

- Councilmember Veranth proposes legalizing duplexes, highlighting the benefits of allowing open applications for remodels and additional housing.

- Veranth suggests the planning commission consider making a recommendation to the town council on legalizing duplexes.
- Mayor Drain and Councilmember Ellis agree on the simplicity and ease of implementing this change.
- Discussion on the need for a definition and update to the table views to reflect the change, with a deadline of May for the planning commission to make a recommendation.

Resolution on Infrastructure Standards to update Fire Protection Plan section

- Councilmember Ellis asked for this to be tabled until the next meeting. This was agreed to.

Staff Upcoming Work and Priorities

- Councilmember Ellis and Mayor Drain discuss the need for additional resources to handle the workload and prioritize projects.
- Discussion on the challenges of maintaining efficient operations with limited resources and the need for strategic planning.
- Agreement on the importance of simplifying processes and finding ways to streamline operations.
- Mayor Drain and Councilmember Ellis discuss the need to get the new website up and running and the challenges faced in doing so.
- Councilmember Ellis highlights the importance of going digital and implementing a consistent file structure for digital storage.
- Discussion on the need for a publicly available, read-only Google Docs page to store important documents.
- Agreement on the importance of starting with current activities and organizing existing digital files.

Approval of January Checks

- Council approves January checks under unanimous consent.

Upcoming Business

- Discussion on upcoming business, including the Fourth of July planning and the fire protection plan.
- Agreement to schedule a joint meeting with the planning commission in March to discuss the general plan and other high-priority issues.
- Mayor Drain mentions the availability of the north shed for the wellness organization, and Elizabeth Julian confirms the need for shelving and a combination lock.

Final Remarks and Adjournment

- Councilmember Ellis and Clerk LeFevre discuss the challenges of working in government and the need for better systems and processes.
- Agreement on the importance of setting deadlines and having a plan in place to address ongoing issues.
- Mayor Drain calls for any final remarks, and the meeting is adjourned.

Date Minutes Approved: March 06, 2025



Jessica LeFevre, Town Clerk